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Tender

## **Management and Operation of Watford Market**

Watford Borough Council

F02: Contract notice

Notice identifier: 2022/S 000-034299

Procurement identifier (OCID): ocds-h6vhtk-038a88

Published 5 December 2022, 10:05am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Watford Borough Council

Town Hall

Watford

wd17 3EX

#### **Contact**

Derek Hatcher

#### **Email**

[derek.hatcher@watford.gov.uk](mailto:derek.hatcher@watford.gov.uk)

#### **Telephone**

+44 1923278370

**Country**

United Kingdom

**Region code**

UKH23 - Hertfordshire

**National registration number**

United Kingdom

**Internet address(es)**

Main address

<https://www.watford.gov.uk>

Buyer's address

<https://www.watford.gov.uk>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.delta-esourcing.com/tenders/UK-UK-Watford:-Retail-trade-services./N962FJGGQF>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Management and Operation of Watford Market

#### **II.1.2) Main CPV code**

- 55900000 - Retail trade services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Management and Operator of Watford Market

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,500,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79993100 - Facilities management services
- 55900000 - Retail trade services

#### **II.2.3) Place of performance**

NUTS codes

- UKH23 - Hertfordshire

Main site or place of performance

Hertfordshire

#### **II.2.4) Description of the procurement**

Watford Borough Council is seeking a provider to Manage and Operate its Market in the Town Centre. The provider will be required to carry out all elements of the Market service which shall include the on street market and undercover market units. The provider will be responsible for ensuring there is adequate personnel and supervision (as set out in this specification) to carry out these task in order to meet the performance requirements set out in the tender documents. The requirements include:

Cleaning, Security, Facilities and Site Management, Waste management, Trader Liaison, Financial Management, Marketing, innovation and management reporting.

The current opening hours for the market are Tuesday – Saturday 9 am – 5.30pm.

The initial contract term is for three years with an option to extend for 3 further 12 month periods on an annual basis.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £1,500,000

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

72

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: Yes

### **II.2.11) Information about options**

Options: Yes

Description of options

There are two options within this procurement.

Option 1 is for the provider to provide full facilities management including the maintenance of the Council's assets.

Option 2 is without the maintenance of the assets.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/N962FJGGQF>

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

This is stated in Part 1 of the tender documents

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

The performance conditions are set out in the tender documents.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

27 January 2023

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

27 January 2023

Local time

12:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Watford:-Retail-trade-services./N962FJGGQF>

To respond to this opportunity, please click here:

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GO Reference: GO-2022125-PRO-21654159

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Watford Borough Council

<https://www.watford.gov.uk>

Watford

wd17 3EX

Email

[derek.hatcher@watford.gov.uk](mailto:derek.hatcher@watford.gov.uk)



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